

# PERMISSION FOR USE OF DEALER'S LICENSE PLATES

**Purpose:** Motor vehicle dealers issue this form to a customer or Dealer Authorized Individual as authorization to use dealer's license plates for a specified period of time and purpose.

**Instructions:** See instructions on reverse for details.

ASSIGNED OPERATOR INFORMATION					
FULL LEGAL NAME (last)	(first)	(middle)	(suffix)		
STREET ADDRESS		CITY	STATE	ZIP CODE	
TELEPHONE NUMBER	CELL PHONE NUMBER	EMAIL ADDRESS			
ASSIGNED OPERATOR (check one - form is invalid if more than one box is checked)					
<input type="checkbox"/> PROSPECTIVE PURCHASER		<input type="checkbox"/> CUSTOMER WHOSE VEHICLE IS IN DEALER'S SHOP FOR REPAIRS		<input type="checkbox"/> DEALER AUTHORIZED INDIVIDUAL	
VEHICLE INFORMATION					
VEHICLE IDENTIFICATION NUMBER (VIN)		VEHICLE YEAR	VEHICLE MAKE	VEHICLE MODEL	
PLATE INFORMATION					
DATE ISSUED (mm/dd/yyyy)	TIME ISSUED	<input type="checkbox"/> AM <input type="checkbox"/> PM	DATE EXPIRES (mm/dd/yyyy)	TIME EXPIRES	DEALER PLATE NUMBER
DEALER CERTIFICATION					
I certify that the above referenced dealer plate is approved to be used for the time period indicated above in accordance with Virginia Law. I further certify and affirm that all information presented in this form is true and correct, that any documents I have presented to DMV are genuine, and that the information included in all supporting documentation is true and accurate. I make this certification and affirmation under penalty of perjury and I understand that knowingly making a false statement or representation on this form is a criminal violation.					
DEALERSHIP NAME (print)				DEALER CERTIFICATE NUMBER	
DEALERSHIP REPRESENTATIVE NAME (print)		DEALERSHIP REPRESENTATIVE SIGNATURE		DATE (mm/dd/yyyy)	

**Instructions:** (back of form)

Permission for use of a Dealer's License Plates is valid for up to 24 hours or up to 5 days based on the following:

**Up to 24 hours only** - The assigned operator is authorized to use the dealer's plates for up to 24 hours only because the operator is a Dealer Authorized Individual who is to drive the vehicle to/from point of sale, auction, dealer exchange, or a repair facility for mechanical repairs, painting, or installation of parts or accessories.

**Up to 5 days only** - The assigned operator is authorized to use the dealer's plates for up to 5 days because the operator is a prospective purchaser or the operator's vehicle is in the dealer's shop for repairs.

**Note to Dealer:**

No more than 2 permissions may be granted by a dealer to the same person for successive periods, unless issued to a Dealer Authorized Individual.

Dealer completes form and makes a copy. Dealer issues original to assigned operator. Assigned operator must carry the form in the vehicle at all times when the vehicle is being operated on public highways. The Dealer retains the copy for 5 years.

Dealer retained form copies are subject to inspection by law enforcement and authorized representatives of the Department of Motor Vehicles or the Motor Vehicle Dealer Board.